

24 June 1971

MEMORANDUM FOR THE RECORD

SUBJECT: Noncompetitive Appointment of Agency Personnel to Positions
in the Competitive Service

1. I met the members of the CSC team (Messrs. Stanley Berg and Sam Wolk and Mrs. Delma Yaney) at the entrance of the Headquarters building at about 9:20 a.m. this morning and escorted them to the office of the Director of Personnel, where I introduced them to [REDACTED]

2. After the usual amenities [REDACTED] commented on the broad nature of those Agency personnel operations with which the briefing was concerned. His remarks followed the attached outline (see Tab A).

3. Then [REDACTED] turned over the discussion to [REDACTED] and [REDACTED] who explained our position management and recruitment operations in some detail in accordance with the attached outline (see Tab B).

4. Next [REDACTED] led detailed comment and discussion with the CSC team members on the responsibilities and operations of the career services in Agency personnel management.

5. Following that discussion, Mrs. Yaney reviewed official Agency forms pertinent to the committee's interests (see Tab C), while Mr. Berg reviewed those selected personnel regulations which are also pertinent to the area of the CSC committee's interests (see Tab D).

6. The overall climate of the exchange was cooperative and informative. The committee members evidenced no sign of dissatisfaction with our responses to their inquiries which were concerned with the following principle areas of interest:

Q - What special consideration, if any, would CIA give applicants from the Competitive Service?

A - None insofar as selection based upon qualifications is concerned. However, such an applicant who had completed the trial period would be credited with having completed the trial period under our selection procedures and one who had career status in the Competitive Service would be given a Career Employee appointment in CIA.

Q - What Agency qualification standards do the career services apply in selecting employees for reassignment to internal vacancies?

A - The operation of the career service system gives boards and panels a keen first-hand understanding of the job requirements and the members of their career services. This enables the boards and panels to deal precisely with the deployment and management of their employees in relation to the Agency's mission.

Q - Would any of CIA's examination procedures (OMS, Security, testing, etc.) be waived for applicants from the Competitive Civil Service?

A - No

Q - Were we (CIA) thinking of an agreement which would only involve individuals who had successfully completed three years of service? Why not those who had completed the one-year trial period as with the agreement between CSC and the Department of State?

A - We (CIA) are focusing principally on those of our employees who complete the three-year screening process and are selected for conversion to Career Employee status. Knowing that such individuals meet our standards, we would have confidence concerning their worth to agencies in the Competitive Service. This three-year requirement would no doubt eliminate from consideration under the agreement the many clerical employees who do not complete three years service with the Agency. We advised the committee that we thought this Agency would accept an agreement involving completion of the one-year trial period if such an agreement seemed more desirable from the point of view of the CSC.

Q - Do the career services themselves create barriers which impede the movement of employees from one career service to another?

A - Certainly movements within career services are generally more frequent than those between services. However, movement from one assignment to another is characteristic of our system and employees usually gain a variety of experience in the course of their careers. Illustration of Support careerist serving in several operating components with quite different missions, SPD's monitoring of "mismatches" between employees and position service designations, and action by an Agency committee to stimulate desirable exchanges.

Q - How do you deal with the time-in-grade requirements of the Whitten Amendment, etc.?

A - There are no Agency time-in-grade requirements. An individual's length of experience in various assignments is obviously a factor both in reassignment and promotion considerations.

Q - Why are you (CIA) seeking an interchange agreement at this particular time?

A - Our interest in the possibility of an arrangement whereby our employees could transfer to the Competitive Civil Service is not new. In fact, the issue has been discussed off and on since 1957. Some internal circumstance precluded our pursuing the matter actively on each of these occasions. We reconsidered the question most recently in 1968 when your arrangement with the Department of State was effected by an Executive Order. At that time, our interest in CIA retirement legislation had priority. Earlier, we seemed unable to resolve the question of Veteran's Preference. Things seem to fall in place much better now. We have probably developed to maturity and are less preoccupied with the problems of growth.

Q - Will your employees be able to give other agencies enough information about what they have been doing? This has been a problem.

A - Yes. We have in effect a program whereby all employees who leave us take with them an unclassified statement of the work they performed while with CIA. This is designed for use in employment considerations and will give other agencies the information they need to appraise the pertinence and value of the CIA experience.

7. The team departed for the CSC in an Agency car at about 1200. It was left that Mr. Berg would re-contact me concerning any additional information which the team might need when they had digested the results of this morning's discussion.

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Chief, Review Staff

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